



NONPROFITS & PUBLIC AGENCIES

Interested in Providing Weatherization and Other Energy Services to Low-Income Households in **SANTA CLARA COUNTY**



OVERVIEW

The State of California Department of Community Services and Development (CSD) plans to release an RFA (Request for Applications) for a private, nonprofit or public agency to offer energy services in Santa Clara County.

One of CSD's goals is to help low-income households reduce energy costs and pay their utility bills. We do this by administering federal funds, and contracting with service providers throughout the state to provide energy services in their local areas.

The selected contractor will provide services in times of emergency by helping families who are in financial crisis pay a utility bill. And in the long-term by installing weatherization measures to make the low-income household more energy-efficient.

Funding for these programs comes from two sources: The U.S. Health and Human Services LIHEAP (Low-Income Home Energy Assistance Program) and the U.S. Department of Energy's Weatherization Assistance Program (DOE WAP). The selected contractor will enter into separate LIHEAP and DOE contracts with CSD.

DESCRIPTION OF SERVICES

The selected contractor will provide assistance to eligible, low-income households in Santa Clara County. Assistance will include:

- Weatherization
- Home Energy Assistance Program (HEAP)
- Energy Crisis Intervention Program (ECIP)

Selected contractor is responsible for these and other aspects of the programs:

Marketing – Contractor will outreach to the local community to identify qualifying households.

Intake – Contractor completes applications and gathers all necessary information.

Diagnostic Testing - Contractor performs various diagnostic tests to determine the appropriate energy-efficiency and health and safety measures needed.

Installation – Contractor installs measures, based on the

	<p>outcome of the diagnostic tests. Some measures are mandatory; others are optional.</p> <p><i>Education</i> – For households receiving services, contractor will provide education on measures installed and ways to reduce energy costs.</p> <p><i>Administration</i> – Contractor submits required reports to CSD, detailing services provided.</p> <p><i>Emergency/Disaster Services</i> – Contractor will provide services during energy-related emergencies, such as extreme heat or cold, and pending utility disconnections.</p> <p>For a complete description of the services to be provided by the Contractor, please refer to both the LIHEAP and DOE contracts, as well as other informational resources, posted on CSD's Web page: www.csd.ca.gov</p>
CONTRACT AMOUNT	Funds for this contract are awarded annually and based on the final federal budget appropriation, so the amount varies from year to year. For the past two years, the annual contract amount has been approximately \$2.5 million.
CONTRACT PERIOD	As long as the selected organization remains in good standing, the contract will be renewed annually.
WHO CAN APPLY	Any private-nonprofit or public agency that is currently providing services to the general low-income population. The organization must be located either in Santa Clara County, in counties contiguous to Santa Clara County, or within a reasonable proximity to Santa Clara County.
IMPORTANT DATES	<p>Below is a list of some of the more important dates. Please keep in mind that these are not all the dates you'll need to know, and the dates may change. Check the website for the most current and complete schedule:</p> <p><i>October 30, 2008:</i> Workshop in San Jose for Interested Parties: an opportunity to learn more about the upcoming RFA and ask questions.</p> <p><i>November 24, 2008 – January 8, 2009:</i> RFA advertised</p> <p><i>January 27, 2009:</i> Bidders' Conference in San Jose.</p> <p><i>March 2, 2009:</i> Bids Due.</p> <p><i>June 23, 2009:</i> Contract in place. Selected organization begins work</p>
INFORMATION	For the most current dates and information, visit our website at www.csd.ca.gov . If you have questions, please email us at SCrfa@csd.ca.gov